

**2015 MORGANTOWN CITY ELECTION (APRIL 28, 2015)**

TO WHOM IT MAY CONCERN:

FROM: City Clerk

*Linda L. Tucker*

This petition must be signed by "qualified" voters of the Ward in which you reside. 75 signatures are required, however it is suggested that you submit between 75 and 100 signatures. Persons signing your petition must use their given name, i.e., Mary Smith rather than Mrs. John Smith. If a person signs more than one petition, his/her signature shall be void except as to the first filed of the petitions signed by him/her. The signatures shall be in ink and the date signed indicated next to the signature.

**Petitions and Certificate of Announcement must be filed in the City Clerk's Office between the weeks of January 5, 2015 to February 9, 2015. The earlier the better to avoid the possibility of duplication of signatures. Prospective candidates must be qualified voters of the City.**

**March 3, 2015: Drawing for positions on the ballot conducted at City Hall/Council Chambers at 9:00 a.m.**

**Application for residents absent from the City, out of the country, confined to home, in the hospital, health care facility, or traveling on Election Day can apply for Absentee Voting in the City Clerk's office starting February 3, 2015.**

**Early Voting will begin April 15, 2015 until April 25, 2015. 9am-5pm. Open two Saturdays April 18<sup>th</sup> and April 25<sup>th</sup>.**

**April 11, 2015: First Campaign Report due in City Clerk's Office.**

**April 7, 2015: Last day to register to vote.**

**April 28, 2015: Election Day. Polls open at 6:30am, close at 7:30pm.**

**May 11, 2015: Final Campaign Report Due in City Clerk's Office.**

Included with this petition are the following forms:

1. Petition
2. Municipal Candidate's Certificate of Announcement
3. Pre-candidacy Registration Form
4. Treasurer Designation for Candidate's Committee
5. Political Action Committee/Notice of Change of Treasurer
6. Notice of Withdrawal of Candidacy
7. Notice of Dissolution of Campaign or Political Committee
8. Notice of Change of Treasurer for Campaign Committee
9. Campaign Financial Statement-Short Form
10. Campaign Financial Statement-Long Form
11. Political Signs

THE CITY OF MORGANTOWN  
NOMINATING PETITION  
FOR OFFICE OF COUNCILMEMBER

We, the undersigned qualified voters of The City of Morgantown, hereby nominate \_\_\_\_\_, whose residence is \_\_\_\_\_, for Councilmember at large from the \_\_\_\_\_ Ward to be voted for at the Municipal Election to be held on the 28<sup>th</sup> day of April, 2015; and further, we individually certify that we are qualified voters of the \_\_\_\_\_ Ward of The City of Morgantown and that we have not signed nominating petitions for any other candidates for that office, realizing that our signature shall be void except as to the first filed of the petitions signed by us.

SIGNATURE	PRINT: NAME & ADDRESS	DATE	Precinct Number
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

CERTIFICATE OF CIRCULATOR

The undersigned is the circulator of this petition paper which contains \_\_\_\_\_ signatures. Each signature affixed thereto was made in my presence and is, I believe, the genuine signature of the person whose name it purports to be.

Signature of Circulator \_\_\_\_\_  
Address \_\_\_\_\_

Date: \_\_\_\_\_

**STATE OF WEST VIRGINIA**  
**Municipal Candidate's Certificate of Announcement**

Any candidate who seeks nomination or election to an office to be filled by election in any primary or general election within a municipality shall file a complete certificate of announcement, under oath, and the required fee, with the municipal recorder and within the required time. [W. Va. Code 3-5-7]

**I hereby swear or affirm that the following information is true:**

Please Print

**1 I declare myself a candidate for the office of:** \_\_\_\_\_  
in (if applicable) the ward: \_\_\_\_\_

Office

Ward

**2 Candidate's Legal Name:** \_\_\_\_\_  
(First, middle & last name)

**3 Candidate's name to appear on the Ballot:** \_\_\_\_\_  
(Limited to 25 letters; rules prohibit use of titles, title nicknames & slogans; ordinary nicknames are allowed)

**4 I am a legally qualified voter of the city of:** \_\_\_\_\_  
**and the ward of:** (ward name & number required only if city is divided in wards and candidate is running for ward council seat) \_\_\_\_\_  
Ward of Residence (if required)

**5 Current residence is:** \_\_\_\_\_  
(give apartment and/or house number, street, road or rural route--  
do not give a P. O. box); give town or city, state and zip code  
(Specific address where candidate resides at time of filing)

Mailing address (if different from residence): \_\_\_\_\_  
\_\_\_\_\_

**6 For partisan elections only:**  
**I am affiliated with the following political party:** \_\_\_\_\_  
and desire to appear on that party's ballot; and I affirm that I have not been registered to vote as a member of \_\_\_\_\_  
Political Party Affiliation  
*\*Note: If you are filing in a municipality which uses alternative parties, please place your municipal party affiliation in this line.*

I swear or affirm that I am a candidate for this office in good faith in the (give date) \_\_\_\_\_ Primary Election / \_\_\_\_\_ General Election, and that I am eligible and qualified to hold this office.

**X**

\_\_\_\_\_  
Candidate's Signature (must be notarized)

\_\_\_\_\_  
Date

State of \_\_\_\_\_, County of \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
Signature of Notary Public or  
official authorized to give oaths

STAMP/SEAL

**State of West Virginia**  
**PRECANDIDACY REGISTRATION FORM**  
**For All Statewide, Legislative, County and Municipal Offices**

I will accept contributions and spend money toward my possible candidacy for public office, as permitted by West Virginia Code §3-8-5e.

Date: \_\_\_\_\_ Office: \_\_\_\_\_ District #: \_\_\_\_\_ Political Party: \_\_\_\_\_

Name: \_\_\_\_\_ Election Year: \_\_\_\_\_

Residence Address: \_\_\_\_\_

City: \_\_\_\_\_, WV Zip Code: \_\_\_\_\_ County: \_\_\_\_\_

Telephone: (home) \_\_\_\_\_ (work) \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_

Committee Name: \_\_\_\_\_

**My treasurer or financial agent will be:**

NOTE: A judicial candidate cannot act as treasurer or financial agent for his or her campaign.

Name: \_\_\_\_\_

Residence Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Telephone: (home) \_\_\_\_\_ (work) \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Email: \_\_\_\_\_

- ☐ Check here to enroll your committee in the Campaign Finance Reporting System which will allow you to file the committee's finances via an internet service provided by the Secretary of State. This service is only available for committees that file with the Secretary of State.

I understand that every financial transaction related to my precandidacy or candidacy is subject to the requirements of the WV Code and the Rules & Regulations promulgated by the Secretary of State, including all reporting requirements. This document will serve as the oath for all electronically filed reports associated with the above listed campaign, if applicable.

**Precandidate's signature**

**Treasurer's Signature**



Published by:  
The Office of the Secretary of State  
Bldg. 1, Suite 157-K  
1900 Kanawha Blvd. East  
Charleston, WV 25305  
(304) 558-6000  
E-mail: elections@wvsos.com  
Internet Address: www.wvsos.com

File this form with **Secretary of State** if a candidate for statewide, legislative, or multi-county judicial office.

File this form with **County Clerk** if a candidate for county office or single-county judicial office.

File this form with **Municipal Clerk/Recorder** if a candidate for municipal (city or town) office.

**Official Form F-1**  
**Revised 10/13**

# State of West Virginia TREASURER DESIGNATION For Candidate's Committee

I, \_\_\_\_\_, a candidate in the election year \_\_\_\_\_ for the office of \_\_\_\_\_ in the \_\_\_\_\_ district (if applicable), hereby designate the following person who has agreed to serve as treasurer to be responsible for the campaign financial activity in relation to my candidacy for the above office:

Campaign Committee Name: \_\_\_\_\_

Treasurer Name: \_\_\_\_\_

Treasurer Mailing Address: \_\_\_\_\_  
\_\_\_\_\_

Daytime Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

- ☐ Check here to enroll your committee in the Campaign Finance Reporting System which will allow you to file the committee's finances via an internet service provided by the Secretary of State. This service is only available for committees that file with the Secretary of State.

It is the responsibility of the treasurer to read and comply with all campaign finance laws, regulations, and other related materials. I understand that every financial transaction related to my precandidacy or candidacy is subject to the requirements of the WV Code and the Rules & Regulations promulgated by the Secretary of State, including all reporting requirements. This document will serve as the oath for all electronically filed reports associated with the above listed campaign, if applicable.

\_\_\_\_\_  
Candidate's Signature

\_\_\_\_\_  
Treasurer's Signature



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1-866-767-8683  
elections@wvsos.com  
www.wvsos.com

File this form with **Secretary of State** if a candidate for statewide, legislative, or multi-county judicial office.

File this form with **County Clerk** if a candidate for county office or single-county judicial office.

File this form with **Municipal Clerk/Recorder** if a candidate for municipal (city or town) office.

OFFICIAL FORM F-3  
REVISED 11/13

**State of West Virginia**  
**POLITICAL ACTION COMMITTEE OR**  
**POLITICAL PARTY EXECUTIVE COMMITTEE**  
**Statement of Organization**

*A Statement of Organization must be filed at least 28 days before the election in which the Political Action Committee or Executive Committee will be active and before the committee receives or spends any money.*

☐ Original Form      or      ☐ Amended Form

**Committee Name:** \_\_\_\_\_

**Committee Chairperson:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Daytime Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Committee Treasurer:** \_\_\_\_\_

**Mailing Address:** \_\_\_\_\_

**Daytime Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Affiliate Organization: (If Applicable)** \_\_\_\_\_

**Type of Affiliation: (Check One)**

- ☐ Membership Organization
- ☐ Corporate PAC
- ☐ Unaffiliated PAC
- ☐ Executive Committee
- ☐ Independent Expenditure Only PAC

**The Committee will Influence:**

- ☐ Statewide, Legislative or Multi-County Districts
- ☐ County District
- ☐ Municipal District

- ☐ Check here to enroll your committee in the **Campaign Finance Reporting System** which will allow you to file the committee's finances via an internet service provided by the Secretary of State. This service is only available for committees that file with the Secretary of State.

The people listed on this form have agreed to serve as chairperson and treasurer of this committee. The treasurer acknowledges that he or she is personally responsible for filing the statutorily required campaign finance reports until a Change of Treasurer notice (Form F-5) is submitted to the office that receives this form, or until the committee files a Notice of Dissolution (Form F-6). This document will serve as the oath for all electronically filed reports associated with the above listed campaign, if applicable.

**Chairperson's signature** \_\_\_\_\_

Date \_\_\_\_\_

**Treasurer's signature** \_\_\_\_\_

Date \_\_\_\_\_



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Internet: [www.wvsos.com](http://www.wvsos.com)

**OFFICIAL FORM F-4**  
**REVISED 10/13**

**State of West Virginia**  
**NOTICE OF WITHDRAWAL OF CANDIDACY**

I hereby give notice that I am no longer a candidate for the office listed below. I request that my name be officially removed from the ballot for the election in which I was previously a candidate.

I certify that my committee will no longer accept any contributions or make expenditures unless in accordance with the provisions of the West Virginia Code of State Rules on Campaign Finance, Title 146, Series 3, Article 7.

Name of Candidate

Election Year

Committee Name

Office sought

District/ Division

Signature of Candidate

Date

*Please note: This request must be received by the appropriate filing officer by the third Tuesday following the close of candidate filing*

STATE OF WEST VIRGINIA  
COUNTY OF \_\_\_\_\_

The foregoing instrument was acknowledged before me on \_\_\_\_\_

(seal)

My Commission Expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public

- Where to file:
- \* Secretary of State - For ALL Legislative candidates and candidates on the ballot in more than one county.
  - \* County Clerk - For candidates on the ballot in only one county.
  - \* Municipal Clerk/Recorder - For candidates on the ballot in one municipality.



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**OFFICIAL FORM C-9**  
**REVISED 11/13**

**State of West Virginia  
NOTICE OF DISSOLUTION  
OF POLITICAL COMMITTEE**

*(Final campaign finance report must have been submitted prior to this notice.)*

I hereby give notice that the following political committee wishes to dissolve and cease all activity as a political committee as of the date listed below.

I certify that the committee will not accept any contributions or make any expenditures after this date, and that before filing this notice, the committee has paid all debts, repaid all loans, and disposed of all assets of the committee according to the provisions of WV Code §3-8-10 and WV CSR §146-3-7.

I further certify that I have submitted a final financial report which reflects all financial transactions not previously reported and which shows a zero balance and no debts or unpaid bills.

\_\_\_\_\_  
Name of Treasurer or Financial Agent

\_\_\_\_\_  
Signature of Treasurer or Financial Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Committee Name

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
City/State/Zip Code

Where to file this form:

- \* **Secretary of State** - For committees that support or oppose candidates on the ballot in more than one county.
- \* **County Clerk** - For committees that support or oppose candidates on the ballot in only one county.
- \* **Municipal Clerk/Recorder** - For committees that support or oppose candidates on the ballot in only one municipality.



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OFFICIAL FORM F-6  
REVISED 11/13

# State of West Virginia

## Notice of Change of Treasurer For a Campaign Committee, Political Action Committee or Party Executive Committee

Committee Name: \_\_\_\_\_

Authorized person making appointment: \_\_\_\_\_

### Authorized person making appointment, please fill out the following:

I hereby notify you that \_\_\_\_\_ who previously served as treasurer of above  
Name of former financial agent or treasurer

committee has resigned effective \_\_\_\_\_ and that the following person has agreed to serve in that capacity  
Date

beginning \_\_\_\_\_  
Date

Name of new treasurer or financial agent

Daytime phone

Mailing address

Email address

New treasurer county of residence

Signature of person making appointment

### New treasurer please read and sign below:

- ☐ Check here to enroll your committee in the **Campaign Finance Reporting System** which will allow you to file the committee's finances via an internet service provided by the Secretary of State. This service is only available for committees that file with the Secretary of State.

The person listed on this form has agreed to serve as treasurer of this committee. The treasurer acknowledges that he or she is personally responsible for filing the statutorily required campaign finance reports until a Change of Treasurer notice (Form F-5) is submitted to the office that receives this form, or until the committee files a Notice of Dissolution (Form F-6). This document will serve as the oath for all electronically filed reports associated with the above listed campaign, if applicable.

Signature of new treasurer



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Internet: www.wvsos.com

File this form with **Secretary of State** if a candidate for statewide, legislative, or multi-county judicial office.

File this form with **County Clerk** if a candidate for county office or single-county judicial office.

File this form with **Municipal Clerk/Recorder** if a candidate for municipal (city or town) office.

OFFICIAL FORM F-5  
REVISED 8/09

# State of West Virginia Campaign Financial Statement (Short Form) in Relation to the \_\_\_\_\_ Election Year

IF YOUR ANSWER TO ANY OF THE FOLLOWING QUESTIONS IS "YES," YOU CANNOT USE THIS FORM. YOU MUST USE THE LONG FORM (FORM F-7) TO FILE YOUR CAMPAIGN FINANCE REPORT.

1. Has your committee received any loans ?
2. Has your committee held any fundraisers?
3. Has your committee received any miscellaneous receipts, such as refunds or checking account interest?
4. Does your committee have any unpaid bills?
5. Have you or anyone else given an in-kind contribution to your campaign?
6. Has your committee given or received a transfer of excess campaign funds?

Candidate or Committee Name		Candidate or Committee's Treasurer	
Political Party (for candidates)		Treasurer's Mailing Address (Street, Route or P.O. Box)	
Office Sought (for candidates)	District/Division	City, State, Zip Code	Daytime Phone #

### Election Cycle Reporting Period (check one):

- |   |   |  |
|---|---|--|
| <input type="checkbox"/> <b>Primary - First Report</b><br>Due last Saturday in March or within 6 days thereafter.             | <input type="checkbox"/> <b>Pre-primary Report</b><br>Due 15 days preceding primary election or within 4 days thereafter. | <input type="checkbox"/> <b>Post-primary Report</b><br>Due 13 days following primary election or within 20 business days thereafter. |
| <input type="checkbox"/> <b>General - First Report</b><br>Due 43 days preceding general election or within 6 days thereafter. | <input type="checkbox"/> <b>Pre-general Report</b><br>Due 15 days preceding general election or within 4 days thereafter. | <input type="checkbox"/> <b>Post-general Report</b><br>Due 13 days following general election or within 20 business days thereafter. |

### Check if Applicable:

- ☐ **Amended Report**  
You must also check box of appropriate reporting period
- ☐ **Final Report**  
**Zero balance required.**  
PAC must also file Form F-6 Dissolution

### Non-Election Cycle Reporting Period:

- ☐ **Annual Report Due In \_\_\_\_\_ Calendar Year**  
Due last Saturday in March or within 6 days thereafter

## REPORT TOTALS

(Fill in totals after you have completed page 2)

## CASH BALANCE SUMMARY

<b>Beginning Balance</b> (ending balance from previous report) 1.		
<b>Total Contributions</b> (from Page 2) 2.	+	
<b>Subtotal</b> (lines 1+2) 3.	=	
<b>Total Expenditures</b> (from Page 2) 4.	-	
<b>Ending Balance</b> (lines 3-4)	=	
<b>*Cannot have a negative ending balance</b>		

**TOTAL CONTRIBUTIONS  
ELECTION YEAR-TO-DATE**  
(Add line 2 from all reports)

**TOTAL EXPENDITURES  
ELECTION YEAR-TO-DATE**  
(Add line 4 from all reports)

## CONTRIBUTORS OF:

\$250 or Less

More than \$250

Date	Full Name	Amount	Date	Full Name: Address: Contributor's job: (Individual) Where contributor works: (Individual) Affiliation: (Political committee)	Amount

Total Contributions:  
(add both columns)
☐ Check if additional pages have  
been attached.

## ITEMIZED EXPENDITURES (Itemize 3rd party expenditures/reimbursements)

Date	Full name, residence address (if person); business address (if firm)	Purpose	Amount

MAKE AS MANY COPIES  
OF THIS PAGE AS YOU NEED.

Total Expenditures:

## OATH OR AFFIRMATION

I, \_\_\_\_\_, swear or affirm that the attached statement is true and correct, to the best of my knowledge, of all financial transactions occurring within the period covered by this statement, as required by West Virginia Code §3-8-5a.

\_\_\_\_\_  
Signature of Candidate, Agent, or Treasurer

Date \_\_\_\_\_, 20\_\_\_\_

Office Use Only

Received By: \_\_\_\_\_

# State of West Virginia Campaign Financial Statement (Long Form) in Relation to the \_\_\_\_\_ Election Year

Candidate or Committee Name		Candidate or Committee's Treasurer	
Political Party (for candidates)		Treasurer's Mailing Address (Street, Route or P.O. Box)	
Office Sought (for candidates)	District/Division	City, State, Zip Code	Daytime Phone #

## Election Cycle Reporting Period (check one):

<input type="checkbox"/> <b>Primary - First Report</b> Due last Saturday in March or within 6 days thereafter.	<input type="checkbox"/> <b>Pre-Primary Report</b> Due 15 days preceding primary election or within 4 business days thereafter.	<input type="checkbox"/> <b>Post-Primary Report</b> Due 13 days following primary election or within 20 business days thereafter.
<input type="checkbox"/> <b>General - First Report</b> Due 43 days preceding general election or within 4 business days thereafter.	<input type="checkbox"/> <b>Pre-General Report</b> Due 15 days preceding general election or within 4 business days thereafter.	<input type="checkbox"/> <b>Post-General Report</b> Due 13 days following general election or within 20 business days thereafter.

☐ **Annual Report Due In \_\_\_\_\_ Calendar Year**  
 Due last Saturday in March or within 6 days thereafter

## Check if Applicable:

☐ **Amended Report**  
 You must also check box of appropriate reporting period

☐ **Final Report**  
**Zero balance required.**  
 PAC must also file Form F-6 Dissolution

**Non-Election Cycle Reporting Period:**

## REPORT TOTALS

*Fill in totals at the completion of the report.*

### RECEIPTS OF FUNDS:

**Totals for this Period**

Contributions (Page 3)	
Monetary Contributions from all Fund-Raising Events (Page 4)	+
Receipt of a Transfer of Excess Funds (Page 8)	+
<b>Total Monetary Contributions:</b>	=
In-Kind Contributions (Page 5)	+
<b>Total Contributions:</b>	=

Other Income (Page 5)	
Loans Received (Page 6)	+
<b>Total Other Income:</b>	=

### OUTSTANDING LOANS & DEBTS:

Unpaid Bills (Page 9)	
Outstanding Loans (Page 6)	+
<b>Total Debts:</b>	=

**TOTAL CONTRIBUTIONS  
ELECTION YEAR-TO-DATE**  
(Add total contributions from all reports)

### CASH BALANCE SUMMARY

Beginning Balance (ending balance from previous report)	
<b>Total Monetary Contributions</b>	+
<b>Total Other Income</b>	+
<b>Subtotal: a.</b>	=

Total Expenditures (Page 7)	
Total Disbursements of Excess Funds (Page 8)	+
Repayment of Loans (Page 6)	+
<b>Subtotal: b.</b>	=

<b>Ending Balance:</b> <b>(Subtotal a. - Subtotal b.)</b> <i>*Cannot be negative balance</i>	=
--	---

**TOTAL EXPENDITURES  
ELECTION YEAR-TO-DATE**  
(Add total expenditures from all reports)

Page 2. Contributors of \$250 or Less ☐ Check if additional pages have been attached.

Page 2. Contributors of \$250 or Less ☐ Check if additional pages have been attached.

Page 2.	<b>Contributors of \$250 or Less</b>	<input type="checkbox"/> <i>Check if additional pages have been attached.</i>
---------	--	---

[illegible]

**MAKE AS MANY COPIES  
OF THIS PAGE AS YOU NEED**

**Subtotal of contributors of \$250 or less:**

# Contributors of More than \$250

☐ Check if additional pages  
have been attached.

DATE	INDIVIDUAL CONTRIBUTOR OR COMMITTEE'S NAME	AMOUNT
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	
	Full Name: Address: (residential and mailing if they are different) Contributor's job: (individual contributor only) Where contributor works: (individual contributor only) Affiliation: (political committee only)	

MAKE AS MANY COPIES  
OF THIS PAGE AS YOU NEED

Subtotal of all contributors of more than \$250

Subtotal of all contributors of \$250 or less (From page 2)

Total Contributions:

+

=

The only exception to this rule may apply to political party executive committees. (WV Code §3-8-5a)

Date of Event _____ Type of Event _____ Name of Place Held _____ Address of Place Held _____ _____	<b>Total Monetary Contributions:</b>	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>
	<b>Total Expenditures:</b> (Itemized on page 7)	<div style="border: 1px solid black; height: 40px; width: 100%; text-align: center;">-</div>
	<b>NET RECEIPTS:</b>	<div style="border: 1px solid black; height: 40px; width: 100%; text-align: center;">=</div>
	<b>Total In-Kind Contributions</b> <b>related to the Fund-raiser:</b> (Itemized on page 5)	<div style="border: 1px solid black; height: 40px; width: 100%;"></div>

Date	Full Name	Amount	Date	Amount
			Full Name: Address: (residential and mailing if they are different)  Contributor's job: (Individual only)  Where contributor works: (Individual only)  Affiliation: (Political committee only)	
			Full Name: Address: (residential and mailing if they are different)  Contributor's job: (Individual only)  Where contributor works: (Individual only)  Affiliation: (Political committee only)	
			Full Name: Address: (residential and mailing if they are different)  Contributor's job: (Individual only)  Where contributor works: (Individual only)  Affiliation: (Political committee only)	
			Full Name: Address: (residential and mailing if they are different)  Contributor's job: (Individual only)  Where contributor works: (Individual only)  Affiliation: (Political committee only)	
			Full Name: Address: (residential and mailing if they are different)  Contributor's job: (Individual only)  Where contributor works: (Individual only)  Affiliation: (Political committee only)	
Subtotal of contributors of \$250 or less:			Subtotal of contributors of more than \$250:  Subtotal of contributors of \$250 or less : +  Total Contributions:	

## OTHER INCOME: INTEREST, REFUNDS, MISCELLANEOUS RECEIPTS

Date	Source of Income	Type of Receipt	Amount

Total Other Income:

☐ Check if additional pages  
have been attached.

## IN-KIND CONTRIBUTIONS

Date	Name and Contributor Information	Description of Contribution	Value

Total In-Kind Contributions:

MAKE AS MANY COPIES  
OF THIS PAGE AS YOU NEED.

# LOANS

☐ Check if additional pages have been attached.

## West Virginia Code: §3-8-5f. Loans to candidates, organizations or persons for election purposes.

"Every candidate, financial agent, person or association of persons or organization advocating or opposing the nomination or election of any candidate or the passage or defeat of any issue or item to be voted upon may not receive any money or any other thing of value toward election expenses except from the candidate, his or her spouse or a lending institution. All loans shall be evidenced by a written agreement executed by the lender, whether the candidate, his or her spouse, or the lending institution. Such agreement shall state the date and amount of the loan, the terms, including interest and repayment schedule, and a description of the collateral, if any, and the full names and addresses of all parties to the agreement. A copy of the agreement shall be filed with the financial statement next required after the loan is executed."

The loan agreement **must** include all items asked for in the statute. (See above.) The loan agreement does not have to follow a certain format; generally, if all the required information is listed, any format is acceptable.

Candidates or political committees that take out a loan for the campaign through a bank or other commercial lending institution must include a copy of the loan agreement executed with that bank or institution. Candidates should not take out loans which are partially for personal use and partially for the campaign. It is almost impossible to keep reporting straight in this case.

Any money a candidate contributes to his or her campaign committee with the hope of repayment must be treated as a loan and reported in this section. When a candidate determines that no further repayment can be expected, the loan can be reported as repaid in this section by entering the amount left to repay in the repayments column and reporting the same amount as a contribution from the candidate on Page 2. **These loans must be executed in writing. Caution: Candidates may not carry outstanding loans from one campaign to the next. Each campaign is separate. Funds from a current campaign cannot be used to repay a loan from a previous campaign.**

### How to report loans

1. Each loan for your campaign should be listed on a separate line. (Each time you loan money to the campaign or get a loan, it is considered to be a separate loan.) Include the following information on the form below:

- loan(s) from prior reporting periods and the balance of each loan (Col. A.) If a payment was made on the loan, list that in Col. C. **Any loan that was repaid in previous reporting periods does not need to be listed.**
- new loans, the amount (Col. B), any repayments (Col. C), and the balance (Col. D.)

2. **Attach a copy of the loan agreement for each loan received during the reporting period.**

## LOANS

(A copy of the loan agreement for each loan secured **during this filing period** must accompany this report)

Bank Loans: List name & address of financial institution Candidate or Candidate's Spouse Loans: List name, residence and mailing address of person(s) making or cosigning loan	Column A Balance of <b>previous</b> loan at end of period	Column B Amount of <b>new</b> loan received during period		Column C Repayments during period		Column D Balance outstanding at end of period
	Amount	Date	Amount	Date	Amount	Amount
1.						
2.						
3.						
4.						
5.						
<b>Totals:</b>		<b>Loans Received</b>		<b>Repayment of Loans</b>		<b>Outstanding Loans</b>

☐ Check if additional pages have been attached.[illegible]**Total Expenditures:**

☐ Check if additional pages have been attached.

Page 8.

Receipt of a Transfer of Excess Funds

Date	Candidate Committee Name and Year	Amount
Total Receipts of Transfers of Excess Funds:		

Disbursements of Excess Funds

Date	Name of candidate committee and election year disbursing excess funds	Purpose of Disbursement	Amount
Total Disbursements of Excess Funds:			

MAKE AS MANY COPIES OF THIS PAGE AS YOU NEED.

**UNPAID BILLS**
☐ Check if additional pages  
have been attached.

Date	Owed to Whom	Affiliated with what Company or Group	Purpose	Amount

Total Unpaid Bills:

**OATH OR AFFIRMATION**

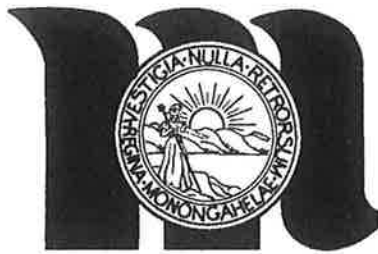
I, \_\_\_\_\_, swear or affirm that the attached statement is true and correct, to the best of my knowledge, for all financial transactions occurring within the period covered by this statement, as required by West Virginia Code §3-8-5a.

\_\_\_\_\_  
Signature of Candidate, Financial Agent or Treasurer

Date \_\_\_\_\_ 20\_\_\_\_

Office Use Only

Received By: \_\_\_\_\_



Office of the City Clerk

# The City of Morgantown

Linda L. Little, CMC  
389 Spruce Street, Room 10  
Morgantown, West Virginia 26505  
(304) 284-7439 Fax: (304) 284-7525  
cityclerk@morgantown.com

## MEMORANDUM

**TO: POLITICAL CANDIDATES**

**RE: SIGN REGULATIONS AND POLITICAL SIGNS**

### **1. General Guidelines:**

Signs supporting a candidate who is running for elected office or relating to an issue that is scheduled for consideration for the public body are usually of a temporary nature, made of nondurable materials, and displayed for a short time before the election/event and expected to be removed shortly thereafter.

Once a candidate has been verified and filled out all appropriate paperwork by the deadline to become an official candidate for office, they may begin posting political signs. The candidate, their supporters or committees are responsible for removing all political signs no later than 10 days after the election.

State law requires all to say: Paid for by for the Candidates campaign. If you have a treasurer you must have your treasurer do this.

### **2. Signs along a street:**

Signs within a City right-of-way are not permitted and may be removed by a municipal employee. Signs within a State Route right-of-way are not allowed and may also be removed by a municipal or state employee. Signs within a City or State Right-of Way are not permitted and may be removed by City and/or State Employees

### **3. Signs on private property:**

Signs erected on private property without prior permission may be removed by the property owner. When in doubt, contact the land owner.

### **4. Legal basis for regulating political signs:**

Although a 1992 West Virginia Supreme Court of Appeals Case does grant municipalities clear guidance to regulate political signs in the City, Morgantown has not yet had a big problem with such signs and a continued practice of common sense in placement of such signs can help avoid additional sign regulations.

### **5. Zoning and Sign regulations:**

The Department of Development Services and Morgantown City Code states that political signs are exempt.

According to the Planning & Zoning Code, Article 1369.05, Political Signs are exempt, except for height restrictions, which are not to be higher than 48 inches in all districts.

## Division of Highways Rules for the Placement of Political Signs

Courtesy of the West Virginia Secretary of State's Office

**Please keep the following rules in mind when displaying campaign materials:**

Signs or posters cannot be placed on or above a Division of Highways right of way, which normally stretches 20 feet from the center line of a public road. Distances do vary, however, so please contact the West Virginia Division of Highways if you are uncertain.

Signs or posters near rights of way must comply with the outdoor advertising statute in Chapter 17, Article 19, Section 1 of the West Virginia Code, and must also conform to any municipal ordinances regulating outdoor advertising.

Signs or posters cannot be placed on Division of Highways traffic control signs nor block such signs, and cannot obscure the view of any connecting road or intersection.

Signs or posters cannot be placed on elements of nature, such as rocks or trees.

Avoid placing materials on fence posts, utility poles, or other stationary objects on private property without consent of the property owners.

Political overhead banners cannot be erected over any county, state, or federal highway.

1-866-767-8683

[www.wvsos.com](http://www.wvsos.com)